

DEFENSE LOGISTICS AGENCY

FEDERAL AGENCY ANNUAL EQUAL EMPLOYMENT OPPORTUNITY STATUS REPORT

**FOR PERIOD COVERING
OCTOBER 1, 2003
to
SEPTEMBER 30, 2004**



**8725 JOHN J. KINGMAN ROAD, SUITE 1119
FORT BELVOIR, VIRGINIA 22060-6221**

**EEOC FORM
715-01 PART A - D
U.S. Equal Employment Opportunity Commission**

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

For period covering October 1, 2003, to September 30, 2004.

PART A Department or Agency Identifying Information	1. Agency		1. Department of Defense	
	1.a. 2 nd level reporting component		1.a. Defense Logistics Agency	
	1.b. 3 rd level reporting component			
	1.c. 4 th level reporting component			
	2. Address		2. Defense Logistics Agency DLA Corporate EEO Office, Room 1127 8725 John J. Kingman Road, Stop 2533	
	3. City, State, Zip Code		3. Fort Belvoir, VA 22060	
	4. CPDF Code	5. FIPS code(s)	4. DD07	5. 47900
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees			1. 21,330*
	2. Enter total number of temporary employees			2. 717
	3. Enter total number employees paid from non-appropriated funds			3. 266
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]			4. 22,313
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		1. Director	
	2. Agency Head Designee		2. Keith W. Lippert, Vice Admiral, (SC) US Navy	
	3. Principal EEO Director/Official Official Title/series/grade		3. Famia J. Magaña, Director of Equal Employment Opportunity, GS-260-15	
	4. Title VII Affirmative EEO Program Official		4. Joanne C. Lazzara Deputy Director, GS-260-14	
	5. Section 501 Affirmative Action Program Official		5. Eric Spanbauer Disability Program Manager, GS-260-13	
	6. Complaint Processing Program Manager		6. Joanne C. Lazzara Deputy Director, GS-260-14	
	7. Other Responsible EEO Staff			

*Note: Workforce statistics on this page are from DCPDS provided by DLA Human Resources; other workforce

**EEOC FORM
715-01 PART A - D
U.S. Equal Employment Opportunity Commission**

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

PART D List of Subordinate Components Covered in This Report	Subordinate Component and Location (City/State)	CPDF and FIPS codes	
	Defense Logistics Information Service 74 Washington Ave. N. Battle Creek, MI	DD07	12980
	Defense Reutilization and Marketing Service 74 Washington Ave. N. Battle Creek, MI	DD07	12980
	Defense Distribution Center 2001 Mission Drive, Bldg. 81 New Cumberland, PA	DD07	25420
	Defense Supply Center Philadelphia 700 Robbins Ave. Philadelphia, PA	DD07	37980
	Defense Supply Center Richmond 8000 Jefferson Davis Highway Richmond, VA	DD07	40060
	Defense Supply Center Columbus P.O. Box 3990 Columbus, OH	DD07	18140
	DLA, EEO Operations Division 8725 John J. Kingman Road, Rm.1119 Ft. Belvoir, VA	DD07	47900

statistics within this report may differ.

EEOC FORMS and Documents Included With This Report

*Executive Summary [FORM 715-01 PART E], that includes:	x	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	
Brief paragraph describing the agency's mission and mission-related functions	x	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement	x
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	x	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	x
Summary of Analysis of Work Force		*Special Program Plan for the Recruitment, Hiring, and	x

Profiles including net change analysis and comparison to RCLF		Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]	
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	x	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	x
Summary of EEO Plan action items implemented or accomplished		*Copy of data from 462 Report as necessary to support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues.	
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]	x	*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects	
*Copies of relevant EEO Policy Statement(s) and/or excerpts from revisions made to EEO Policy Statements	x	*Organizational Chart	x

EEOC FORM
715-01 PART E

U.S. Equal Employment Opportunity Commission
FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

DEFENSE LOGISTICS AGENCY

For Period Covering October 1, 2003, to September 30, 2004.

EXECUTIVE SUMMARY

The Defense Logistics Agency (DLA) is the Department of Defense's Logistics Combat Support Agency, supporting the Military Services and Combatant Commanders by providing the best value logistics support, in peace and war, around the clock, around the world. Its workforce is made up of over 21,000 civilian employees, 528 Active Duty military, and 615 Reserve military located in 48 states and 28 countries. DLA places 55th among those companies represented in the Fortune 500. It places 2nd among the Top 50 Distribution Warehouses in the United States and also has 25 distribution depots worldwide. DLA supports 1,411 Weapons Systems; sold 144 million barrels of fuel during Fiscal Year (FY) 2004 and dispose of or reutilize approximately \$14.6 billion worth of excess property annually.

The Agency performed the Agency Self-Assessment Measuring Essential Elements and in doing so, identified 12 areas in which improvement is needed. Improvement is needed in some areas within the following Essential Elements: Management and Program Accountability; Demonstrated Commitment from Agency Leadership; Integration of EEO into the Agency's Strategic Mission; Proactive Prevention; Efficiency; and, Responsiveness and Legal Compliance. Planned activities have begun for several of the areas identified and will begin this Fiscal Year for those that have not. Accomplishments for all of them will be reported in the Agency's report for 2005.

The element needing the most improvement is Element E - Efficiency. The analysis indicates that the lack of an automated discrimination complaint tracking system and an automated workforce analysis system has contributed greatly to the deficiencies in this element. The Agency is poised to deploy the first iteration of the DLA Workforce Analysis Tool within the next few months. The purchase of an automated discrimination complaint tracking system is also planned. Once these tools are put in place, DLA will be able to conduct an extensive workforce analysis to aid in determining barriers, as well as more complete action items and plans for elimination of them to be reported in the 2005 Federal Agency Annual EEO Program Status Report.

EEOC FORM
715-01 PART F

U.S. Equal Employment Opportunity Commission
FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

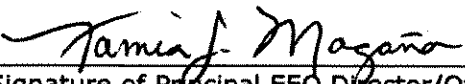
CERTIFICATION of ESTABLISHMENT of CONTINUING
EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS

I, Famia J. Magana (GS-260-15), am the Director of Equal Employment Opportunity for the Defense Logistics Agency.

The Agency has conducted an annual self-assessment of Section 717 and Section 501 programs against the essential elements as prescribed by EEO MD-715. If an essential element was not fully compliant with the standards of EEO MD-715, a further evaluation was or will be conducted at a later date. As appropriate, EEO Plans for Attaining the Essential Elements of a Model EEO Program are included with this Federal Agency Annual EEO Program Status Report.


The Agency was unable to conduct a thorough analysis of its workforce profiles as the Defense Logistics Agency does not have an automated tool containing 2000 Census Bureau statistics. However, we did attempt to conduct a baseline analysis of both minority and disabled employees. A more complete barrier analysis will be conducted when an automated tool is in place and additional EEO Plans to Eliminate Identified Barriers will be included in the DLA Federal Agency Annual EEO Program Status Report for FY 05.

I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.



Signature of Principal EEO Director/Official
Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO
MD-715

Date
21 March 2005



Signature of Agency Head or Agency Head Designee

Date
22 March 2005

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element A - Demonstrated Commitment from Agency Leadership

Compliance Indicator 1 - EEO Policy Statements are up-to-date.

STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Continuance of issuing policy statements at the change of Agency Head; lacking consistent method to inform new supervisors/employees of Agency EEO Policy Statements or directing them to their location on the DLA Web site.
---	---

OBJECTIVE:	To update current EEO Policy statements annually and develop method of informing new employees and new supervisors.
------------	---

RESPONSIBLE OFFICIAL:	Director of Equal Employment Opportunity
-----------------------	--

DATE OBJECTIVE INITIATED:	1/31/05
---------------------------	---------

TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/05
---	---------

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
--	-----------------------------------

1. EEO policy statement developed and sent to Director's staff for signature.	3/11/05
---	---------

2. Meet with appropriate Human Resources staff to discuss including a copy of the DLA EEO Policy Statement in DLA's New Supervisor Training Manual.	6/30/05
---	---------

3. Develop method to inform all employees of location EEO Internet website where the policy statements are posted.	7/30/05
--	---------

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H
U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element A - Demonstrated Commitment from Agency Leadership

Compliance Indicator 3 - Agency EEO policy is vigorously enforced by agency management.

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

DLA Reasonable Accommodation Procedures are not updated and published. Plan to inform workforce and train managers needs to be developed.

OBJECTIVE:

To finalize the draft DLA Reasonable Accommodation Procedures and ensure that all employees are aware of them and managers/supervisors understand their responsibilities under the new procedures.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Field Activity EEO Managers; DLA Training Center Officials

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Finalize draft of procedures in One Book Format. Submit for review (Phase 1); review comments; make necessary changes; submit revised version for review (Phase 2); publish final version in One Book Format.

7/01/05

2. Inform workforce of new procedures via written communication; HQ Messenger; DLA Today and Tomorrow.

9/01/05

3. Conduct local seminars/discussions with all segments of DLA workforce.

10/30/05

4. Incorporate the new procedures into the DLA Supervisory Training Course.

1/31/06

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element B - Integration of EEO into the Agency's Strategic Mission

Compliance Indicator 2 - The EEO Director and other EEO professional staff responsible for EEO programs have regular/effective means of informing the Agency Head/senior management officials of the status of EEO programs and are involved in, and consulted on, management/personnel decisions as they are being deliberated.

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

"State of the Agency" briefing; EEO officials are not consistently involved in the deliberations of decisions regarding Agency recruitment strategies, vacancy projections, succession planning, and/or other major workforce changes that might impact specific groups.

OBJECTIVE:

For the Director of EEO to deliver a "State of the Agency Briefing" annually and to become more involved in Human Resource decisions that have a long-term impact on equal opportunity of employees within DLA.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Director of Human Resources

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

12/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Develop a "State of the Agency" briefing related to the six elements of a model EEO program as identified by EEOC; meet with HR officials to discuss/develop initiatives that address the identified deficiencies.

5/01/05

2. Deliver the brief to the Vice Director, DLA, and appropriate HR officials, sharing the EEO/HR developed initiatives to address the deficiencies.

7/30/05

4. Meet with Director of Human Resources to develop a plan of action for more EEO involvement in decisions that have a long-term impact on DLA employees.

9/30/05

3. Institute the initiatives; track and analyze the outcome of the initiatives for modification/elimination.

12/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element B - Integration of EEO into the Agency's Strategic Mission

Compliance Indicator 3 - The Agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

Human resource allocations and budget allocation for EEO programs are not consistent across the Agency.

OBJECTIVE:

Determine the impact insufficient human and financial resources have on the realization of equal employment opportunity at DLA.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Director of Human Resources; Field Activity Equal Employment Managers

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

6/30/06

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Discuss/identify deficiencies in Field Activity EEO programs dealing with this issue at the next DLA Equal Employment Corporate Board Meeting.

3/31/05

2. Develop action plans to address the deficiencies identified.

7/30/05

3. Present action plans to appropriate senior leaders at HQ and DLA Field Activities.

8/15/05

4. Report on action plan accomplishments.

9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program**

FY 04 - Defense Logistics Agency

Essential Element B - Integration of EEO into the Agency's Strategic Mission

Compliance Indicator 4 - The Agency has committed sufficient budget to support the success of its EEO Programs.

STATEMENT OF
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

Inconsistent financial support of the EEO program across the Agency.

OBJECTIVE:

To determine the extent of the deficiencies and develop relative course of action.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Field Activity Equal Employment Managers

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Finalize the installation of the workforce analysis tool obtained from the Department of Veterans Affairs (now called the DLA Workforce Analysis Tool (DWAT)) to enable consistent analysis enterprise-wide.

3/31/05

2. Address any budgetary deficiencies at the DLA Equal Employment Corporate Board Meeting; develop action plans.

4/01/05

3. Institute the accepted/agreed upon plans/initiatives.

9/30/05

4. Track and analyze the outcome of the initiatives for modification/elimination.

9/30/06

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element C - Management and Program Accountability

Compliance Indicator 2 - The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives.[29 CFR 1614.102(b)(3)]

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

Barrier analyses methods/procedures for the Agency's Merit Promotion Program Policy, Employee Recognition Awards Program, and Employee Development/Training Programs are lacking.

OBJECTIVE:

Develop communication and coordination mechanism between HR and EEO for HR programs that impact employee perception of equal opportunity.

RESPONSIBLE OFFICIAL:

Director of Human Resources; Director of Equal Employment Opportunity

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. DLA Headquarters Human Resources staff and the DLA Headquarters EEO staff meet every 2 weeks to discuss current issues that impact both organizations.

Began in January 2005 and is ongoing.

2. Discuss development of barrier analysis methods/procedures and timetable for HR programs mentioned in deficiency identification.

6/15/05

3. Track and analyze outcome of meetings to determine effectiveness and the need for any changes.

9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program**

FY 04 - Defense Logistics Agency

Essential Element D - Proactive Prevention

Compliance Indicator 1 - Analysis to identify and remove unnecessary barriers to employment are conducted throughout the year.

STATEMENT OF
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

At this time, DLA lacks an automated tool to perform trend analyses of its workforce.

OBJECTIVE:

Provide trend analyses to managers on a regular basis and encourage increased interest and participation by managers to eliminate barriers/potential barriers to equal opportunity within their organizations.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Director of Human Resources; Field Activity EEO Managers; DLA Senior Leaders.

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Utilize the DWAT (once installed) and provide trend analyses to managers on a regular basis (regular basis to be determined).

7/01/05

2. Analyze workforce trends to determine if managers are using this information when making decisions.

9/30/05

3. Evaluate the trends at end of year; develop briefings to each senior leader; hold senior leader's managers accountable.

12/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element E - Efficiency

Compliance Indicator 1 - The Agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

Agency is lacking a workforce analysis tool to track information required by MD-715; inconsistent analytical capabilities of EEO personnel enterprise-wide.

OBJECTIVE:

Address whether or not the Agency has effective tools in place to evaluate the impact and effectiveness of the Agency's EEO Programs.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Field Activity EEO Managers.

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Utilize the DLA Workforce Analysis Tool (once installed) which will track information required by MD-715.

5/01/05

2. Develop an EEO Program Management (EPM) Evaluation Manual; establish an EPM Evaluation Team; develop an evaluation schedule for calendar 2006.

9/30/05

3. Identify where deficiencies exist to either develop training for EEO personnel or ensure that EEO personnel take available training relative to workforce analysis.

12/30/05

4. Establish a method to evaluate the timeliness of processing requests for reasonable accommodation.

9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program**

FY 04 - Defense Logistics Agency

Essential Element E - Efficiency

Compliance Indicators 2 and 3 - The Agency has an effective complaint tracking and monitoring tool in place to increase the effectiveness of the Agency's EEO Programs and has sufficient staffing, funding, and authority to comply with the regulatory time frames for processing EEO complaints.

STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:

Agency lacks an automated tool to evaluate the impact and effectiveness of its EEO program enterprise-wide.

OBJECTIVE:

Address whether or not the Agency has effective tools in place to evaluate the trends of EEO complaints filed and the efficiency of the Agency's complaint processing.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Field Activity EEO Managers.

DATE OBJECTIVE INITIATED:

1/31/05

TARGET DATE FOR
COMPLETION OF OBJECTIVE:

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

TARGET DATE
(Must be specific)

1. Request the purchase of a Commercial Off-the-Shelf (COTS) product, iComplaints, to enable an enterprise-wide approach to track and manage complaint processing.

9/30/05

2. Evaluate the amount of time it takes each field activity to process complaints while in each phase of the process in a consistent manner.

12/30/05

3. Evaluate the amount of time it takes the DoD Office of Complaints Investigation to investigate complaints; develop method to address deficiencies identified; work toward decreasing the amount of time it currently takes.

12/30/05

4. Develop a tool to monitor EEOC training requirements for counselors and investigators.

9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program**

FY 04 - Defense Logistics Agency

Essential Element E - Efficiency

Compliance Indicators 4 and 5 - There is an efficient and fair resolution process and an effective tool for evaluating the impact/effectiveness of the Agency's EEO complaint processing program and for maintaining it.

**STATEMENT OF
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:**

Lack of an automated enterprise-wide complaint processing tool for trend analyses of EEO complaint resolution, complaint activity, complaint processing efficiency, for accurate complaint processing and barrier analysis reporting to the EEOC.

OBJECTIVE:

Address whether or not the Agency has sufficient Alternate Dispute Resolution (ADR) training for managers; as well as an accurate and efficient tool in place for complaint processing and barrier analysis reporting to EEOC.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; DLA ADR Counsel

DATE OBJECTIVE INITIATED:

1/31/05

**TARGET DATE FOR
COMPLETION OF OBJECTIVE:**

9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

**TARGET DATE
(Must be specific)**

1. Determine if ADR training for managers and supervisors is mandatory; discuss additional marketing initiatives.

4/30/05

2. Request the purchase of a Commercial Off-the-Shelf (COTS) product, iComplaints, to enable an enterprise-wide approach to track and manage complaint processing.

9/30/05

3. Utilize that portion of the DLA Workforce Analysis Tool that tracks recruitment efforts to identify potential barriers in accordance with MD-715 standards.

9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

U.S. Equal Employment Opportunity Commission

FY 04 - Defense Logistics Agency

Compliance Indicator 6 – The Agency ensures that the investigation and the adjudication function of its complaint resolution process are separate from its legal defense arm or other offices with conflicting or competing interests.

STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Sufficiency reviews of various parts of the EEO complaint process are performed by the same functional unit that handles Agency representation in EEO complaints at some Agency Field Activity locations.
OBJECTIVE:	Evaluate the Agency's need to ensure that the Office of General Counsel of the Agency/Field Activities and/or offices with competing interests do not have oversight of the Agency's EEO program or aspects of it.
RESPONSIBLE OFFICIAL:	Director of Equal Employment Opportunity; Office of General Counsel
DATE OBJECTIVE INITIATED:	1/31/05
TARGET DATE FOR COMPLETION OF OBJECTIVE:	9/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
1. Evaluate/Identify the type of interaction the Office of General Counsel has with Agency Field Activity EEO Offices.	8/30/05
2. Evaluate the need for identified types of interaction between the Office of General Counsel and the Agency Field Activity EEO Offices.	9/30/05
3. Define an enterprise-wide approach to the extent of Office of General Counsel involvement with EEO processing review.	9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART H

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Attain the Essential Elements of a Model EEO Program

FY 04 - Defense Logistics Agency

Essential Element F – Responsiveness and Legal Compliance

Compliance Indicator 3 – Agency personnel are accountable for the timely completion of actions required to comply with orders of EEOC.

**STATEMENT of
MODEL PROGRAM
ESSENTIAL ELEMENT
DEFICIENCY:**

Agency personnel* working with compliance orders from EEOC have not had formal training on this aspect of their functional responsibility.

(*Agency personnel can be from the legal, EEO, human resources functions, as well as managers.)

OBJECTIVE:

Evaluate the Agency's need to develop training and/or include order compliance efficiency in performance standards and evaluations.

RESPONSIBLE OFFICIAL:

Director of Equal Employment Opportunity; Field Activity EEO Managers

DATE OBJECTIVE INITIATED:

1/31/05

**TARGET DATE FOR
COMPLETION OF OBJECTIVE:**

11/30/05

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:

**TARGET DATE
(Must be specific)**

1. Determine if formal training exists for this aspect of EEO complaint processing; determine if internal development would be advantageous.

6/30/05

2. Determine if the Agency's compliance processing time can be evaluated through the use of iComplaints.

9/30/05

3. Determine if a change in Agency performance standards/evaluations would impact the efficiency of the Agency's compliance efforts.

11/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM
715-01 PART I

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Eliminate Identified Barrier

FY 04 Defense Logistics Agency	
Barrier 1	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	A review of our statistics on employment of people with disabilities indicates that although we have surpassed the Department of Defense goal of 2% for the hiring of targeted disabled people, we have not achieved our own goal of 3%. Additionally, DLA has not come close to hiring the 1,536 disabled employees it planned to hire by the end of FY 05 in accordance with Executive Order 13163, <i>Increasing the Opportunity for Individuals with Disabilities to be Employed in the Federal Government</i> (July 26, 2000).
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	A review of the number of disabled employees we have hired each fiscal year since October 2000; a review of the number of applications received through the Agency's Automated Staffing Program, in other words, the number of opportunities managers had to select people with disabilities; a count of the number of unsolicited applications received from disabled people interested in working for the Defense Logistics Agency.
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	This cannot be fully identified at this time. A more complete analysis will be performed with the installation of the DLA Workforce Analysis Tool.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	The DLA Equal Employment Opportunity Office and the Human Resources Office began meeting on a regular basis this calendar year. An objective will be discussed at those meetings and a plan will be developed to address this situation by the end of FY 05.
RESPONSIBLE OFFICIAL:	Director of Human Resources; Director of Equal Employment Opportunity

DATE OBJECTIVE INITIATED:	April 1, 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2005

EEOC FORM
715-01 PART I

EEO Plan to Eliminate Identified Barrier

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Planned activities to be developed during FY 05; see objective above.	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	

EEOC FORM
715-01 PART I

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Eliminate Identified Barrier**

FY 04 Defense Logistics Agency	
Barrier 2	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	DLA is unable to meet Essential Element E: Efficiency because the DLA Equal Employment Opportunity Office does not have an enterprise-wide automated discrimination complaint tracking tool. This condition was recognized as a potential barrier when the realization that every one of our Field Activity EEO Offices track their complaint processing timeframes in a different manner, thereby compromising the accuracy of the data they provide for the quarterly NoFEAR Report as well as the data provided to the U.S. Equal Employment Opportunity Commission for the Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints (EEOC Form 462).
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	During the preparation of the 462 reports over the past few years, there was a significant amount of time spent correcting the initial data provided by our field activities because information in one portion of the reports did not match corresponding data fields in different portions of the report. Additionally, the NoFEAR reporting requirements do not match the 462 report, thereby causing confusion as to how to count days in certain parts of the NoFEAR Report as well as what to count.
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	The process of having to request approval for the purchase of a COTS product from the DoD Civilian Personnel Management Service. The lack of an automated tool that produces consistent, accurate data from all of our field activities continues to be a barrier to DLA being able to ensure accurate discrimination complaint data as well as perform any type of complaint trend analysis.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	To purchase a COTS product, iComplaints, to enable DLA to meet Essential Element E: Efficiency.
RESPONSIBLE OFFICIAL:	Director, Defense Logistics Agency

DATE OBJECTIVE INITIATED:	April 1, 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2005

EEOC FORM
715-01 PART I

EEO Plan to Eliminate Identified Barrier

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
1. Secure financing of COTS product.	3/30/05
2. Purchase COTS product, IComplaints.	9/30/05
3. Deploy IComplaints throughout DLA.	10/30/05
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	

EEOC FORM
715-01 PART I

U.S. Equal Employment Opportunity Commission

**FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Eliminate Identified Barrier**

FY 04 Defense Logistics Agency	
Barrier 3	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	DLA was unable to meet Essential Element E: Efficiency because DLA does not have an enterprise-wide automated workforce or program analysis tool. This condition was recognized as a potential barrier when it was realized that DLA could not perform the required workforce analysis to determine if barriers existed. Tables A1 through B14, required by the EEOC for this report, are not included.
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	A review of the tables and analyses required by this report as well as the data contained in the Agency's workforce analysis tool used in previous years verified that the various program analyses as well as workforce analysis, using 2000 Census Bureau Relevant Civilian Labor Force statistics, was not achievable by the date this report was due.
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	The lack of an automated tool that produces the various workforce analyses required by this report.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	To deploy the Government Off-the-Shelf workforce analysis tool developed by the Department of Veterans Affairs to enable DLA to perform the various workforce and program analysis required by this report.
RESPONSIBLE OFFICIAL:	Director of Equal Employment Opportunity; Director of Human Resources; Executive Director, Enterprise Solutions.

DATE OBJECTIVE INITIATED:	November 15, 2004
TARGET DATE FOR COMPLETION OF OBJECTIVE:	May 30, 2005

EEOC FORM
715-01 PART I

EEO Plan to Eliminate Identified Barrier

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
1. J-6 install necessary applications on DLA server.	3/30/05
2. Equal Employment Office test the tool.	4/15/05
3. Deploy DLA Workforce Analysis Tool to Agency Human Resources and Equal Employment Offices.	7/30/05
4. Deploy DLA Workforce Analysis Tool throughout DLA for use by managers/supervisors.	9/30/05

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

--

EEOC FORM
715-01 PART I

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
EEO Plan to Eliminate Identified Barrier

FY 04 Defense Logistics Agency	
Barrier 4	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	A review of our statistics regarding employment of Hispanic people indicates that DLA has not made any progress in this area.
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	The Agency reviews its Hispanic Employment statistics in the four grade groupings reported to EEOC in previous Affirmative Employment Reports on a quarterly basis.
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	This cannot be fully identified at this time. A more complete analysis will be performed with the installation of the DLA Workforce Analysis Tool.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	The DLA Equal Employment Opportunity Office and the Human Resources Office began meeting on a regular basis this calendar year. An objective will be discussed at those meetings and a plan will be developed to address this situation by the end of FY 05.
RESPONSIBLE OFFICIAL:	Director of Human Resources; Director of Equal Employment Opportunity

DATE OBJECTIVE INITIATED:	April 1, 2005
TARGET DATE FOR COMPLETION OF OBJECTIVE:	September 30, 2005

EEOC FORM
715-01 PART I

EEO Plan to Eliminate Identified Barrier

PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)
Planned activities to be developed during FY 05; see objective above.	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	

EEOC FORM
715-01 PART J

U.S. Equal Employment Opportunity Commission

FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT

Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities

PART I Department or Agency Information	1. Agency		1. Department of Defense				
	1.a. 2 nd Level Component		1.a. Defense Logistics Agency				
	1.b. 3 rd Level or lower		1.b.				
PART II Employment Trend and Special Recruitment for Individuals With Targeted Disabilities	Enter Actual Number at the ...	beginning of FY 2003		end of FY 04		Net Change	
		Number	%	Number	%	Number	Rate of Change
	Total Work Force	21,756	100.00%	21,934	100.00%	178	0.8%
	Reportable Disability	1,864	8.6%	1,869	8.5%	5	0.3%
	Targeted Disability*	456	2.1%	446	2.0%	(10)	(2.2%)
	* If the rate of change for persons with targeted disabilities is not equal to or greater than the rate of change for the total workforce, a barrier analysis should be conducted (see below).						
	1. Total Number of Applications Received From Persons With Targeted Disabilities during the reporting period.					633*	
2. Total Number of Selections of Individuals with Targeted Disabilities during the reporting period.					14**		
<p>Note: Workforce statistics taken from DLA Corporate workforce and Management Reports.</p> <p>*The Agency Equal Employment Opportunity Office received an additional 75 unsolicited applications from outside applicants with disabilities that were forwarded to the appropriate Human Resources office.</p> <p>**Three of the 14 selections came from the 633 applications received through the Agency's Automated Staffing Program.</p>							

PART III Participation Rates in Agency Employment Programs**DATA NOT AVAILABLE**

Other Employment/Personnel Programs	TOTAL	Reportable Disability		Targeted Disability		Not Identified		No Disability	
		#	%	#	%	#	%	#	%
3. Competitive Promotions									
4. Non-Competitive Promotions									
5. Employee Career Development Programs									
5.a. Grades 5 - 12									
5.b. Grades 13 - 14									
5.c. Grade 15/SES									
6. Employee Recognition and Awards									
6.a. Time-Off Awards (Total hrs awarded)									
6.b. Cash Awards (total \$\$\$ awarded)									
6.c. Quality-Step Increase									

EEOC FORM 715-01 Part J	Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities
Part IV Identification and Elimination of Barriers	DLA has identified the employment of people with disabilities as a problem area; however, a succinct barrier cannot be determined at this time. We are unable to fully review our recruitment, hiring, career development, promotion, and retention of individuals with targeted disabilities as we do not have a tool in place that maintains statistics related to those areas.
Part V Goals for Targeted Disabilities	<p>Although the DLA Disability Program Manager and the DLA Recruiter work together at job fairs for people with disabilities and the Disability Program Manager participates at conferences as a panel member and presenter, our employment statistics have not increased measurably despite DLA's success with the Workforce Recruitment Program for Students with Disabilities.</p> <p>The Agency's goal is to deploy the DLA Workforce Analysis Tool within the next few months, analyze the statistics and by partnering with the appropriate Human Resources staff, and develop in-depth plans and goals for the coming years which will be a part of the DLA 2005 Federal Agency Annual EEO Program Status Report.</p>

ATTACHMENTS

- 1. DLA Policy Statement – Equal Employment Opportunity (March 4, 2005)**
- 2. Workforce Data Table – Major Mission-Oriented Occupation (FY 02 vs. FY 04)**
- 3. DLA Organizational Chart (January 2005)**

ATTACHMENT 1



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221**

MAR 4 2005

IN REPLY
REFER TO

DO

MEMORANDUM FOR ALL DEFENSE LOGISTICS AGENCY (DLA) EMPLOYEES

SUBJECT: Policy Statement – Equal Employment Opportunity (EEO)

DLA reaffirms its commitment to the principles of EEO. DLA's policy prohibits discrimination based on race, color, religion, national origin, sex (including sexual harassment), age (40 years and over), disability (mental and physical), or reprisal for involvement in an EEO activity. All employees will abide by the letter, intent, and spirit of EEO laws and policies applicable to Federal employment in their daily actions, conduct, and decisions.

As Director of DLA, I view EEO as a necessary element of basic merit system principles in all aspects of employment. DLA is committed to recruiting, hiring, training, and promoting qualified individuals with disabilities and individuals in under represented/under utilized groups, as we develop a workforce that reflects our Nation's diversity.

DLA is fully committed to preventing and correcting unlawful discrimination in its employment policies, procedures, practices, and operations. When an employee believes the principles of EEO law have been violated, that employee is encouraged to consult with the local EEO Manager. Managers will be open and willing to work toward an effective resolution to issues and concerns. Complaints of discrimination will be resolved fairly, expeditiously, and dispassionately at the lowest level possible.

EEO cannot be achieved without the deliberate support of all employees. Supervisors and managers are expected to take an active role in monitoring the workplace to ensure an environment free of unlawful discrimination, hostility, intimidation, reprisal, or harassment, and they must take prompt remedial action to correct inappropriate behavior.

My vision for DLA includes a revitalized commitment to building and maintaining a workplace environment free of discrimination that fosters respect of all people as we strive to fulfill our mutual goal of supporting the warfighter.

KEITH W. LIPPERT
Vice Admiral, SC, USN
Director



ATTACHMENT 2

**Major Mission-Oriented Occupation – (pg. 1)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Miscellaneous Administration & Program - 301	Prior FY02 Agency #	817	632	682	442	96	153	22	21	7	14	10	2
(EEOC Category 1)	Prior FY02 Agency %	56.4	43.6	47.1	30.5	6.6	10.6	1.5	1.4	0.5	1.0	0.7	0.1
	Current FY04 Agency #	878	715	714	517	116	161	29	25	9	10	10	2
	Current FY04 Agency %	55.1	44.9	44.8	32.5	7.3	10.1	1.8	1.6	0.6	0.6	0.6	0.1
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Management Program Analysis - 343	Prior FY02 Agency #	258	519	216	394	31	96	10	14	0	8	1	7
(EEOC Category 1)	Prior FY02 Agency %	33.2	66.8	27.8	50.7	4.0	12.5	1.3	1.8	0	1.0	0.1	0.9
	Current FY04 Agency #	209	537	236	412	32	94	17	14	4	10	1	7
	Current FY04 Agency %	28.0	72.0	31.6	55.2	4.3	12.6	2.3	1.9	0.5	1.3	0.1	0.9
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Source Data: CRM/R (Corporate Workforce and Management Reports) - EEOC Form 507A (As of: September 30, 2003 vs September 30, 2004).

**Major Mission-Oriented Occupation – (pg. 2)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
*Logistics Management - 346	Prior FY02 Agency #	58	31	47	25	5	5	3	1	0	0	3	0
(EEOC Category 1)	Prior FY02 Agency %	65.2	34.8	52.8	28.1	5.6	5.6	3.4	1.1	0	0	3.4	0
	Current FY04 Agency #	107	39	88	34	11	5	5	0	2	0	1	0
	Current FY04 Agency %	73.3	26.7	60.3	23.3	7.5	3.4	3.4	0	1.4	0	0.7	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Financial Administration & Program - 501	Prior FY02 Agency #	59	102	41	82	9	15	4	3	4	2	1	0
(EEOC Category 1)	Prior FY02 Agency %	36.6	63.4	25.5	50.9	5.6	9.3	2.5	1.9	2.5	1.2	0.6	0
	Current FY04 Agency #	62	138	45	106	9	26	5	3	3	3	0	0
	Current FY04 Agency %	31.0	69.0	22.5	53.0	4.5	13.0	2.5	1.5	1.5	1.5	0	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 3)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Budget Analysis - 560	Prior FY02 Agency #	23	94	20	74	2	18	1	0	0	1	0	1
(EEOC Category 1)	Prior FY02 Agency %	19.7	80.3	17.1	63.2	1.7	15.4	0.9	0	0	0.9	0	0.9
	Current FY04 Agency #	28	89	22	63	4	22	0	0	1	3	1	1
	Current FY04 Agency %	24.0	76.1	18.9	53.8	3.4	18.9	0	0	0.9	2.6	0.9	0.9
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
General Business & Industry - 1101	Prior FY02 Agency #	232	192	180	131	34	50	10	8	3	2	5	1
(EEOC Category 1)	Prior FY02 Agency %	54.7	45.3	42.0	31.0	8.0	11.7	2.3	1.8	1.0	0.5	1.2	0.2
	Current FY04 Agency #	199	167	151	116	31	40	8	7	4	3	5	1
	Current FY04 Agency %	54.4	45.6	41.3	31.7	8.5	10.9	2.2	1.9	1.1	0.8	1.4	0.3
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 4)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Contracting - 1102	Prior FY02 Agency #	722	1,407	565	867	128	475	21	34	7	19	1	6
(EEOC Category 1)	Prior FY02 Agency %	34.0	66.0	26.5	40.7	6.0	22.3	1.0	1.6	0.3	0.9	0	0.3
	Current FY04 Agency #	687	1,342	533	814	117	457	28	51	8	13	1	7
	Current FY04 Agency %	33.9	66.1	26.3	40.1	5.8	22.5	1.4	2.5	0.4	0.6	0.05	0.3
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Property Disposal - 1104	Prior FY02 Agency #	242	181	192	121	26	40	16	7	5	12	3	1
(EEOC Category 1)	Prior FY02 Agency %	57.2	42.8	45.4	28.6	6.1	9.5	10.9	1.7	1.2	2.8	0.7	0.2
	Current FY04 Agency #	238	172	181	112	29	42	18	6	6	11	4	1
	Current FY04 Agency %	58.0	42.0	44.1	27.3	7.1	10.2	4.4	1.5	1.5	2.7	1.0	0.2
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 5)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Equipment Services - 1670	Prior FY02 Agency #	291	46	245	40	40	5	2	0	1	0	3	1
(EEOC Category 1)	Prior FY02 Agency %	86.4	13.6	72.7	11.9	11.9	1.5	0.6	0	0.3	0	0.9	0.3
	Current FY04 Agency #	215	35	183	29	27	5	3	0	1	0	1	1
	Current FY04 Agency %	86.0	14.0	73.2	11.6	10.8	2.0	1.2	0	0.4	0	0.4	0.4
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Quality Assurance - 1910	Prior FY02 Agency #	423	109	331	64	70	44	8	0	7	1	7	0
(EEOC Category 1)	Prior FY02 Agency %	79.5	20.5	62.2	12.0	13.2	8.3	1.5	0	1.3	0.2	1.3	0
	Current FY04 Agency #	457	100	363	57	67	39	14	0	7	2	6	2
	Current FY04 Agency %	82.0	18.0	65.2	10.2	12.0	7.0	2.5	0	1.3	0.4	1.1	0.4
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 6)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
General Supply - 2001	Prior FY02 Agency #	412	384	341	292	48	75	13	8	5	3	5	6
(EEOC Category 1)	Prior FY02 Agency %	51.8	48.2	42.8	36.7	6.0	9.4	1.6	1.0	0.6	0.4	0.6	0.8
	Current FY04 Agency #	448	415	377	309	50	87	11	9	5	4	5	6
	Current FY04 Agency %	52.0	48.1	43.7	35.8	5.8	10.1	1.3	1.0	0.6	0.5	0.6	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Supply Program Management - 2003	Prior FY02 Agency #	385	426	331	320	37	87	11	6	3	5	3	8
(EEOC Category 1)	Prior FY02 Agency %	47.5	52.5	40.8	39.5	4.6	10.7	1.4	0.7	0.4	0.6	0.4	1.0
	Current FY04 Agency #	365	390	309	284	41	86	8	6	5	9	2	5
	Current FY04 Agency %	48.3	51.7	40.9	37.6	5.4	11.4	1.1	0.8	0.7	1.2	0.3	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 7)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Inventory Management - 2010	Prior FY02 Agency #	328	530	210	286	96	217	13	16	8	5	1	6
(EEOC Category 1)	Prior FY02 Agency %	38.2	61.8	24.5	33.3	11.2	25.3	1.5	1.9	0.9	0.6	0.1	0.7
	Current FY04 Agency #	324	545	196	280	102	228	19	24	6	7	1	6
	Current FY04 Agency %	37.3	62.7	22.6	32.2	11.7	26.2	2.2	2.8	0.7	0.8	0.1	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Distribution Facilities & Storage Management - 2030	Prior FY02 Agency #	169	51	130	42	20	8	10	0	6	1	3	0
(EEOC Category 1)	Prior FY02 Agency %	76.8	23.2	59.1	19.1	9.1	3.6	4.5	0	2.7	0.5	1.4	0
	Current FY04 Agency #	132	34	97	25	16	5	11	0	5	2	3	2
	Current FY04 Agency %	79.5	20.5	58.4	15.1	9.6	3.0	6.6	0	3.0	1.2	1.8	1.2
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 8)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Traffic Management - 2130	Prior FY02 Agency #	44	78	33	53	3	18	5	6	3	0	0	1
(EEOC Category 1)	Prior FY02 Agency %	36.1	63.9	27.0	43.4	2.5	14.8	4.1	5.0	2.5	0	0	0.8
	Current FY04 Agency #	52	91	39	61	7	22	4	5	2	2	0	1
	Current FY04 Agency %	36.4	63.6	27.3	42.7	4.9	15.4	2.8	3.5	1.4	1.4	0	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Environmental Protection Specialist - 28	Prior FY02 Agency #	141	53	110	41	12	6	10	4	5	2	4	0
	Prior FY02 Agency %	72.7	27.3	56.7	21.1	6.2	3.1	5.2	2.1	2.6	1.0	2.1	0
(EEOC Category 2)	Current FY04 Agency #	154	55	120	39	14	7	12	5	5	4	3	0
	Current FY04 Agency %	73.7	26.3	57.4	18.7	6.7	3.3	5.7	2.4	2.4	1.9	1.4	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 9)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Human Resources Management - 201	Prior FY02 Agency #	130	277	105	207	17	45	6	14	0	8	2	3
(EEOC Category 2)	Prior FY02 Agency %	31.9	68.1	25.8	50.9	4.2	11.1	1.5	3.4	0	8.0	0.5	0.7
	Current FY04 Agency #	171	407	133	277	27	87	9	29	0	10	2	4
	Current FY04 Agency %	29.6	70.4	23.0	47.9	4.7	15.1	1.6	5.0	0	1.7	0.3	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
General Attorney - 905	Prior FY02 Agency #	61	47	58	38	2	7	1	0	0	2	0	0
(EEOC Category 2)	Prior FY02 Agency %	56.5	43.5	53.7	35.2	1.9	6.5	0.9	0	0	1.9	0	0
	Current FY04 Agency #	59	46	55	38	3	7	1	0	0	1	0	0
	Current FY04 Agency %	56.2	43.8	52.4	36.2	2.9	6.7	1.0	0	0	1.0	0	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 10)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Information Technology Management - 2210	Prior FY02 Agency #	576	420	462	316	73	71	15	11	20	15	6	7
(EEOC Category 2)	Prior FY02 Agency %	57.8	42.2	46.4	31.7	7.3	7.1	1.5	1.1	2.0	1.5	0.6	0.7
	Current FY04 Agency #	826	612	667	471	99	98	21	19	35	18	4	6
	Current FY04 Agency %	57.4	42.6	46.4	32.8	6.9	6.8	1.5	1.3	2.4	1.3	0.3	0.4
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Miscellaneous Clerk & Assistant - 303	Prior FY02 Agency #	448	523	279	313	94	147	50	33	20	21	5	9
(EEOC Category 5)	Prior FY02 Agency %	46.1	53.9	28.7	32.2	9.7	15.1	5.1	3.4	2.1	2.2	0.5	0.9
	Current FY04 Agency #	406	441	262	260	83	128	38	23	17	22	6	8
	Current FY04 Agency %	48.0	52.1	30.9	30.7	9.8	15.1	4.5	2.7	2.0	2.6	0.7	0.9
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

**Major Mission-Oriented Occupation – (pg. 11)
Defense Logistics Agency (FY 02 vs. FY 04)**

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Secretary - 318	Prior FY02 Agency #	2	236	1	158	1	57	0	14	0	4	0	3
(EEOC Category 5)	Prior FY02 Agency %	0.8	99.2	0.4	66.4	0.4	23.9	0	5.9	0	1.7	0	1.3
	Current FY04 Agency #	2	168	2	121	0	38	0	6	0	3	0	0
	Current FY04 Agency %	1.2	98.8	1.2	71.2	0	22.4	0	3.5	0	1.8	0	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Management & Program Clerical & Assistance - 344	Prior FY02 Agency #	19	180	14	133	5	41	0	4	0	1	0	1
(EEOC Category 5)	Prior FY02 Agency %	9.5	90.5	7.0	66.8	0.5	20.6	0	2.0	0	0.5	0	0.5
	Current FY04 Agency #	29	160	20	114	8	39	0	3	1	3	0	1
	Current FY04 Agency %	15.3	84.7	10.6	60.3	4.2	20.6	0	1.6	5.3	1.6	0	5.3
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 12)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Procurement Clerical & Assistance - 1106	Prior FY02 Agency #	63	333	29	172	29	153	3	3	1	3	1	2
(EEOC Category 5)	Prior FY02 Agency %	15.9	84.1	7.3	43.4	7.3	38.6	0.8	0.8	0.3	0.8	0.3	0.5
	Current FY04 Agency #	52	251	23	127	27	118	0	3	0	2	2	1
	Current FY04 Agency %	17.2	82.8	7.6	41.9	8.9	38.9	0	1.0	0	0.7	0.7	0.3
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Supply Clerical & Technician - 2005	Prior FY02 Agency #	372	539	257	285	80	199	16	20	17	26	2	9
(EEOC Category 5)	Prior FY02 Agency %	40.8	59.2	28.2	31.3	8.8	21.8	1.8	2.2	1.9	2.9	0.2	1.0
	Current FY04 Agency #	474	478	357	257	88	175	13	17	13	22	3	7
	Current FY04 Agency %	49.8	50.2	37.5	27.0	9.2	18.4	1.4	1.8	1.4	2.3	0.3	0.7
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 13)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Transportation Clerk & Assistant - 2102	Prior FY02 Agency #	78	197	51	93	19	64	3	20	3	17	2	3
(EEOC Category 5)	Prior FY02 Agency %	28.4	71.6	18.5	33.8	6.9	23.3	1.1	7.3	1.1	6.2	0.7	1.1
	Current FY04 Agency #	69	169	47	73	15	63	4	16	1	16	2	1
	Current FY04 Agency %	29.0	71.0	19.7	30.7	6.3	26.5	1.7	6.7	0.4	6.7	0.8	0.4
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Materials Examining & Identifying - 6912	Prior FY02 Agency #	785	221	491	130	153	65	83	11	47	11	11	4
(EEOC Category 5)	Prior FY02 Agency %	78.0	22.0	48.8	12.9	15.2	6.5	8.3	1.1	4.7	1.1	1.1	0.4
	Current FY04 Agency #	628	173	379	94	145	60	59	8	39	8	6	3
	Current FY04 Agency %	78.4	21.6	47.3	11.7	18.1	7.5	7.4	1.0	4.9	1.0	0.7	0.4
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 14)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Wood Working - 4604	Prior FY02 Agency #	167	17	112	14	22	1	18	1	11	0	4	1
(EEOC Category 6)	Prior FY02 Agency %	90.8	9.2	60.9	7.6	12.0	0.5	9.8	0.5	6.0	0	2.2	0.5
	Current FY04 Agency #	130	11	87	8	19	2	11	0	10	1	3	0
	Current FY04 Agency %	92.2	7.8	61.7	5.7	13.5	1.4	7.8	0	7.1	0.7	2.1	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Industrial Equipment Mechanic - 5352	Prior FY02 Agency #	107	1	84	0	8	0	10	0	3	1	1	0
(EEOC Category 6)	Prior FY02 Agency %	99.1	0.9	77.8	0	7.5	0	9.3	0	2.8	0.9	0.9	0
	Current FY04 Agency #	102	1	82	0	8	0	6	0	4	1	2	0
	Current FY04 Agency %	99.0	1.0	79.6	0	7.8	0	5.8	0	3.9	1.0	1.9	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 15)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Motor Vehicle Operating - 5703	Prior FY02 Agency #	227	8	144	6	47	2	17	0	4	0	7	0
(EEOC Category 7)	Prior FY02 Agency %	96.5	3.5	61.3	2.6	20.0	0.9	7.2	0	1.7	0	3.0	0
	Current FY04 Agency #	189	7	117	4	51	3	13	0	4	0	4	0
	Current FY04 Agency %	96.4	3.6	59.7	2.0	26.0	1.5	6.6	0	2.0	0	2.0	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Materials Handler - 6907	Prior FY02 Agency #	1,783	367	994	177	452	151	177	21	138	14	22	4
(EEOC Category 7)	Prior FY02 Agency %	82.9	17.1	46.2	8.2	21.0	7.0	8.2	1.0	6.4	0.7	1.0	0.2
	Current FY04 Agency #	1,275	277	665	132	414	124	114	11	69	7	13	3
	Current FY04 Agency %	82.2	17.8	42.8	8.5	26.7	8.0	7.3	0.7	4.4	0.5	0.8	0.2
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

Major Mission-Oriented Occupation – (pg. 16)
Defense Logistics Agency (FY 02 vs. FY 04)

OPM Occupational Title/Job Series/EEOC Job Category		Total		White		Black		Hispanic		Asian		Am Indian	
		M	F	M	F	M	F	M	F	M	F	M	F
Packing - 7002	Prior FY02 Agency #	549	204	295	90	131	66	81	30	30	10	12	8
(EEOC Category 7)	Prior FY02 Agency %	72.9	27.1	39.2	12.0	17.4	8.8	10.8	4.0	1.3	1.6	1.1	
	Current FY04 Agency #	393	192	204	59	92	47	68	25	21	8	8	7
	Current FY04 Agency %	67.1	32.8	34.5	10.0	15.7	8.0	11.6	4.3	3.6	1.4	1.4	1.3
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%
Police - 83	Prior FY02 Agency #	199	15	135	11	42	3	13	1	7	0	2	0
(EEOC Category 9)	Prior FY02 Agency %	93.0	7.0	63.1	5.1	19.6	1.4	6.1	0.5	3.3	0	0.9	0
	Current FY04 Agency #	257	21	171	12	53	5	18	4	11	0	4	0
	Current FY04 Agency %	92.4	7.6	61.5	4.3	19.1	1.8	6.5	1.4	4.0	0	1.4	0
	2000 CLF	53.2%	46.8%	39.0%	33.7%	4.8%	5.7%	6.2%	4.5%	2.0%	1.8%	0.3%	0.3%

* Note: Series 334 Computer Specialist is no longer a Series, Series 6901 Warehouse Stock Handling has been included in a related OPM Occupational Code (6907), Series 855 Electronics Engineering does not have 100 or more employees for 2004 but did have 100 or more employees in 2002, Series 346 Logistics Management did not have 100 or more employees in 2002 but does have 100 or more in 2004. The cells highlighted in yellow indicate a minority underrepresentation within that Job Series.